

Superior Court of the State of California

In and For The County of Placer

Family Law Settlement Conferences Voluntary Video Conferences Information Sheet

This sheet provides parties who will be participating in the voluntary, remote Settlement Conference service information about (1) registering email addresses with the court, (2) participating in the video conference, and (3) drafting agreements.

1. Registering your Email with the Court

If participating in the voluntary Settlement Conference service, you are required to submit your email address to the court, as this is how the court will invite you to your scheduled video conference and request any needed signatures. You can send your contact information to the court by either generating an email or scanning the QR-code below:

- a. Send the email to: FamilySettlementConferences@placer.courts.ca.gov
- b. Make the subject line **Settlement Conference Email Address**.
- c. In the text of the email, list:
 - a. Your name;
 - b. Party type (plaintiff/petitioner or respondent/defendant);
 - c. Case number;
 - d. Email address; and
 - e. Phone number



2. Participating in the Video Conference

The Court is holding Settlement Conferences through BlueJeans, a video conference software. You will be able to join the video conference through a link the court emails you.

- a. **You do not need a BlueJeans subscription to join the video conference.** By selecting the link provided to your email, you will be automatically connected to the conference.
- b. **You may connect to the video conference from either your computer or tablet/phone. The court recommends using a computer, if possible.**
 - i. If you are using a desktop computer/laptop, you will not be required to install the Desktop BlueJeans App version. You will be able to join with your Web Browser (Chrome, Firefox, Safari or Opera). Test your browser at <https://bluejeans.com/111/>.
 - ii. If you are using a tablet or phone, you will have to download the app *BlueJeans: Video Conferencing* to join the call, but will not be required to make an account.
- c. It is recommended to use a wired connection or highly reliable Wi-Fi connection with your computer. The court does not recommend using cellular data as it may cause quality issues.
- d. You must be located in a quiet, indoors location. It is recommended to use headphones.
- e. The conference will begin at the day and time determined at Trial Assignment.

3. Drafting Agreements

If there is no agreement during the voluntary settlement conference, you will still be required to attend your Mandatory Settlement Conference and Trial Confirming Conference scheduled at a later date.

If there is an agreement during the voluntary settlement conference, the agreement may be circulated for signature before submission to the Court (options include: eDelivery, mail, in-person, or brought to future scheduled hearings). Settlement attorneys can provide guidance on manner and timing.